

TITLE 80: PUBLIC OFFICIALS AND EMPLOYEES
SUBTITLE A: MERIT EMPLOYMENT SYSTEMS
CHAPTER IV: DEPARTMENT OF STATE POLICE MERIT BOARD

PART 150
PROCEDURES OF THE DEPARTMENT OF STATE POLICE MERIT BOARD

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67 150.APPENDIX A Vision Standards (Repealed)

68 150.APPENDIX B Physical Fitness Standards

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70 AUTHORITY: Implementing Sections 3 through 14 and authorized by Section 8 of the State
71 Police Act [20 ILCS 2610].

72

73 SOURCE: Emergency rule adopted at 2 Ill. Reg. 10, p. 206, effective February 24, 1978, for a
74 maximum of 150 days; emergency amendment at 2 Ill. Reg. 32, p. 37, effective July 27, 1978,
75 for a maximum of 150 days; emergency amendment at 2 Ill. Reg. 51, p. 100, effective December
76 7, 1978, for a maximum of 150 days; adopted at 2 Ill. Reg. 52, p. 422, effective December 25,
77 1978; amended at 3 Ill. Reg. 47, p. 86, effective November 12, 1979; emergency amendment at 4
78 Ill. Reg. 6, p. 284, effective February 1, 1980, for a maximum of 150 days; amended at 5 Ill.
79 Reg. 2739, effective March 2, 1981; amended at 6 Ill. Reg. 10954, effective August 31, 1982;
80 codified at 7 Ill. Reg. 9900; amended at 7 Ill. Reg. 15018, effective November 2, 1983;
81 emergency amendment at 8 Ill. Reg. 379, effective December 27, 1983, for a maximum of 150
82 days; emergency amendment at 8 Ill. Reg. 3038, effective February 23, 1984, for a maximum of
83 150 days; amended at 8 Ill. Reg. 7894, effective May 23, 1984; amended at 9 Ill. Reg. 3721,
84 effective March 13, 1985; amended at 9 Ill. Reg. 14328, effective September 6, 1985; recodified
85 from the Department of Law Enforcement Merit Board to the Department of State Police Merit
86 Board pursuant to Executive Order 85-3, effective July 1, 1985, at 10 Ill. Reg. 3283; amended at

10 Ill. Reg. 17752, effective October 1, 1986; amended at 11 Ill. Reg. 7760, effective April 14, 1987; amended at 11 Ill. Reg. 18303, effective October 26, 1987; amended at 12 Ill. Reg. 1118, effective December 24, 1987; amended at 12 Ill. Reg. 10736, effective June 13, 1988; amended at 13 Ill. Reg. 5201, effective April 3, 1989; emergency amendment at 13 Ill. Reg. 16607, effective September 29, 1989, for a maximum of 150 days; amended at 13 Ill. Reg. 19592, effective December 1, 1989; amended at 14 Ill. Reg. 3679, effective February 23, 1990; amended at 15 Ill. Reg. 11007, effective July 15, 1991; amended at 16 Ill. Reg. 11835, effective July 13, 1992; emergency amendment at 16 Ill. Reg. 17372, effective October 29, 1992, for a maximum of 150 days; amended at 17 Ill. Reg. 9716, effective June 10, 1993; expedited correction at 17 Ill. Reg. 14684, effective June 10, 1993; amended at 17 Ill. Reg. 21079, effective November 22, 1993; amended at 19 Ill. Reg. 6679, effective May 1, 1995; amended at 19 Ill. Reg. 7970, effective June 1, 1995; amended at 20 Ill. Reg. 404, effective December 22, 1995; emergency amendment at 20 Ill. Reg. 8062, effective June 4, 1996, for a maximum of 150 days; amended at 20 Ill. Reg. 13663, effective October 3, 1996; amended at 20 Ill. Reg. 14640, effective October 25, 1996; amended at 21 Ill. Reg. 14262, effective October 17, 1997; amended at 22 Ill. Reg. 5092, effective February 26, 1998; amended 22 Ill. Reg. 18076, effective September 28, 1998; amended at 24 Ill. Reg. 1276, effective January 5, 2000; emergency amendment at 24 Ill. Reg. 16103, effective October 12, 2000, for a maximum of 150 days; emergency expired March 11, 2001; amended at 25 Ill. Reg. 10853, effective August 10, 2001; amended at 26 Ill. Reg. 9968, effective June 19, 2002; amended at 26 Ill. Reg. 14694, effective September 23, 2002; amended at 27 Ill. Reg. 19038, effective December 3, 2003; amended at 29 Ill. Reg. 6084, effective April 15, 2005; amended at 30 Ill. Reg. 10609, effective June 2, 2006; amended at 30 Ill. Reg. 19727, effective December 15, 2006; amended at 31 Ill. Reg. 15296, effective November 5, 2007; amended at 36 Ill. Reg. 4419, effective March 12, 2012; amended at 44 Ill. Reg. 2576, effective January 24, 2020; amended at 46 Ill. Reg. _____, effective _____.

SUBPART D: CERTIFICATION FOR PROMOTION

Section 150.410 Board Responsibilities

The Board shall make certifications for promotion on the basis of job performance measurement, seniority, education, and written and/or oral examination. Examinations for promotion will be given every 24 months for the ranks of Sergeant, Master Sergeant, Lieutenant and Captain with notification of time and location to be provided in the promotional announcement. ~~The promotion process for the rank of Major will be initiated when the Illinois State Police makes written request nominating a candidate for that rank.~~

(Source: Amended at 46 Ill. Reg. _____, effective _____)

Section 150.430 Procedures

- a) The Board will provide each officer with official notification announcing the examination and requesting a written response respecting the officer's intention to

participate.

- b) Candidates for promotion must complete examinations at the time designated by the Board in the official notification. No exceptions will be allowed.
- c) Candidates must have taken the most recent examination offered by the Board to be eligible for certification for promotion. All candidates taking the examination for each rank will be advised of their total promotional score and standing.
- d) Promotional Process Components
The total promotional score will consist of combined standardized scores or respective percentage weights of the components designated for each rank:

Components

~~Sergeant:~~

Job Knowledge Test	50%
Performance Appraisal	45%
Seniority in Rank	Up to 5 points

Sergeant, Master Sergeant, Lieutenant and Captain:

Job Knowledge Test, Performance Appraisal and Assessment Exercise, combined	95%
Seniority in Rank	Up to 5 points

- e) Candidates for the ranks of Sergeant, Master Sergeant, Lieutenant and Captain will participate in a written examination and an assessment exercise, as well as receive a performance appraisal and a seniority score. The combined score will be standardized to a 100 point scale. The top 65% of all Sergeants, Master Sergeants and Lieutenants participating in the total promotional process will be certified by the Board. The top 65% of candidates is calculated by taking the total number of candidates on that list, multiplying that number by 0.65 and, in a case of a fraction, rounding up to the next whole integer. Any officer whose rank on the list is equal to or less than that number shall be considered certified for promotion. All candidates competing for the ranks of Lieutenant and Captain must possess a Bachelor's Degree. Those candidates hired before 1999 will be granted 10 years to complete a Bachelor's Degree. The 10 year period will begin on January 1, 2003 and end on December 31, 2013. Candidates must have graduated with a "C" average or better from an accredited college or university, as

certified by the registrar of the college or university. The college or university must be accredited by one of the following associations:

- 1) Middle States Commission on Higher Learning~~Association of Colleges and Schools~~;
- 2) Higher Learning Commission~~North Central Association of Colleges and Schools~~;
- 3) New England Commission of Higher Education;
- 4) Northwest Commission on Colleges and Universities;
- 5) Southern Association of Colleges and Schools Commission on Colleges;
- 6) WASC Senior College and University Commission~~Western Association of Schools and Colleges~~.

f) The Board will certify to the Director the top 65% of those Troopers and Special Agents participating in the total promotional process. The top 65% of candidates is calculated by taking the total number of candidates on that list, multiplying that number by 0.65 and, in a case of a fraction, rounding up to the next whole integer. Any officer whose rank on the list is equal to or less than that number shall be considered certified for promotion.

g) There will be a statewide certification list for the rank of Captain. The certification lists for Sergeant and Master Sergeant will be according to Districts and the certification lists for Lieutenant will be according to Regions, as defined jointly by the Illinois State Police and the Illinois State Police Merit Board for promotional purposes.

h) The top 10 candidates on each certification list for all ranks are equally eligible for promotion by the Director; however, in the event of a tied score, all candidates obtaining such score shall be equally eligible for promotional consideration. The Director may promote accordingly any one of the eligible candidates in accordance with Equal Employment Opportunity Commission regulations (29 CFR 1600 et seq. (July 1, 2010)) and Illinois Department of Human Rights guidelines.

- 1) As promotions are accepted or waived, that candidate with the next highest total promotional score on the list becomes equally eligible for promotion; however, in the event of a tied score, all candidates obtaining such score shall be equally eligible for promotional consideration;

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- 2) Eligible candidates on the certification list may decline an offer of promotion without losing position on the certification list. In the event of declination, that candidate with the next highest total promotional score becomes equally eligible for promotion; however, in the event of a tied score, all candidates obtaining such score shall be equally eligible for promotional consideration.
 - i) Upon written notification from the Department to the Board that a candidate on the certification list has been suspended, is on leave of absence, or has applied for disability benefits, the Board will remove the candidate's name from the certification list. The candidate's name will be restored on the list in a position in proper relation to the total promotional scores remaining when the suspension or leave of absence terminates or the disability is removed.
 - j) The certification list shall remain in force until the new certification list has been established; however, in the event that a certification list becomes exhausted, the Director will file a written request with the Board asking for the certification of additional names on any one list if necessary to fill vacant positions.

(Source: Amended at 46 Ill. Reg. _____, effective _____)